

Application for Rezoning

For City Staff Use Only

File No. _____
 Date Filed _____
 Appl. Review _____
 PC Recom _____
 CC Action _____
 _____ Date _____

1. Applicant's Name(s) _____
 Street/City/Zip _____
 Phone # _____ Email or Fax # _____
 Interest in Subject Property _____
2. Property Owner's Name(s) _____
 Street/City/Zip _____
 Phone # _____ Email or Fax # _____
3. Address of Property sought to be Rezoned _____
4. Please provide legal description of subject property or attach one to the application
 Lot(s) _____
 Block(s) _____
 Addition _____
 Parcel #(s) _____
5. The property sought to be rezoned is located at or on _____ street(s),
 between _____ street and _____ street on the _____ side
 of the street.
6. The area (in sq. ft. or acres) of the property sought to be rezoned is _____
7. It is desired and requested the foregoing property be rezoned:

From (✓)

_____ Residential R-1A District (Non-sewered) (One-family Dwelling District)
 _____ Residential R-1B District (Mobile Home Park)
 _____ Residential R-1 District (One-family Dwelling District)
 _____ Residential R-2 District (One- and Two-Family Dwelling District)
 _____ Residential RM District (Mixed Residential District)
 _____ Residential R-3 District (Low-rise Multiple-family District)
 _____ Residential R-4 District (High-rise Multiple-family District)
 _____ P-Public Properties District
 _____ CV – Conservancy District
 _____ C-1 A – Office/Professional District
 _____ C-1 – Limited Neighborhood Shopping District
 _____ C-2 – Neighborhood Shopping District
 _____ C-3 – Community Commercial District
 _____ CBD – Central Business District
 _____ H – Highway District
 _____ I-1 – Light Industrial District
 _____ I-2 – Heavy Industrial District

To (✓)

For Treasury Use #2422

8. The reasons for requesting such a rezoning of property are as follows:

9. The existing use(s) of the subject property is (are) _____

10. The existing use(s) of adjacent property is (are):

North _____

East _____

South _____

West _____

11. The proposed use(s) of the subject property is (are) _____

12. The proposed time schedule for use of the subject property as described above is

13. I (we), the undersigned, do hereby make application and petition the City Council to amend the Zoning Ordinance and to change the zoning map of the City of Eau Claire requested above, and in support of this application present the above facts concerning the area proposed to be rezoned and the immediate vicinity of the subject site. I (we) also hereby permit the City to enter upon the property for the placement and removal of a Hearing Notice sign on the property and shall maintain the sign where posted on the property during the pendency of this application.

Submitted this _____ day of _____, 20_____

Signatures _____

Application filing fee:

0-5 acres = \$425

5+ to 10 acres = \$480

10+ to 20 acres = \$535

20+ = \$585 + \$100 for each additional 10 acres over 20

Temporary status = \$260

Payable by check made out to the City of Eau Claire

Zoning and Rezoning Procedures

Application Procedure

1. It is advisable to discuss your proposal with a City Planner prior to making formal application. The City Planning staff may be reached at 715-839-4914 or by visiting the Department of Community Development on the ground floor, south wing of City Hall, 203 S. Farwell Street.
2. Pick up an application form from the main desk of the Department of Community Development, ground floor, south wing of City Hall, or they can be found online at <http://www.eauclairewi.gov/government/on-line-forms-brochures>.
3. Return the completed application form, along with a check made payable to the City of Eau Claire (see application form for filing fee), to the main desk of the Department of Community Development.
4. You will receive a mailed notice from the City giving the time/place of the public hearing at which your application will be considered by the City Plan Commission and City Council.

Rezoning Process

1. Upon filing a completed application with the Department of Community Development, the required public notices will be prepared and dates for a public hearing will be scheduled as soon as possible. Filing deadlines have been set in order to give the City sufficient time to meet the legal requirements for publishing public notices (attached).
2. The application is reviewed and analyzed by various members of City staff. A staff report will be prepared and applicant will receive a copy of this report about 3 days prior to the Plan Commission hearing.
3. The City publishes an ad in the legal notices section of the local newspaper, which gives the legal description of the subject property and indicates both the existing zoning and proposed zoning of the property. This ad is published twice, at least one week apart and at least one week prior to the Plan Commission's public hearing. A Hearing Notice sign is also posted on the property.
4. The City mails notices of the upcoming public hearings on the application to all owners of properties within 300 feet of the subject property (in the case of a heavy industrial use, 500' of the subject property).
5. The City Plan Commission holds a public hearing and makes a recommendation to City Council on the proposed rezoning. These hearings are usually held on the first and third Monday of the month at 7:00 p.m. in the City Council Chambers, City Hall. The applicant is expected to attend the hearing and present his/her case to the City Plan Commission.
6. The City Council holds a public hearing. These hearings are usually held on the second and fourth Monday of the month at 7:00 p.m. in the City Council Chambers. The applicant is expected to attend the hearing and present his/her case to the City Council.

7. The City Council makes its decision on the proposed rezoning. This is usually done at the Tuesday, 4:00 p.m., meeting the day after the City Council's public hearing. Again, this meeting is held in the City Council Chambers, City Hall.
8. If the rezoning request is approved by the City Council, the rezoning becomes official upon publication, by the City Clerk, of the ordinance granting the request. This is usually published within 4 days of the City Council's action.

For further information, contact:

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